



HEAP EMERGENCY UTILITY ASSISTANCE 2007

BY APPOINTMENTS ONLY FOR: TUESDAY, WEDNESDAY, AND THURSDAY

PLEASE CALL

MONDAY – FRIDAY 8:00AM TO 4:45PM

(909) 723-1680 OR (909) 723-1681

Until Further Notice

DUE TO LIMITED SEATING, THERE IS ONLY ROOM FOR THE APPLICANT.

NO ADDITIONAL HOUSEHOLD MEMBERS OR CHILDREN WILL BE PERMITTED.

REQUESTED DOCUMENTS

1) Current / ENTIRE copy of utility bills: GAS AND ELECTRIC

- **BILLS MUST BE COMPLETE (No assistance can be provided without the actual utility bills showing usage)**
- **BILLS MUST BE FOR A MINIMUM OF 22 DAYS OF SERVICE**
- **FINAL CALL OR SHUT OFF NOTICE is necessary, but DO NOT take the place of the actual Gas and Electric bills.**
- **Rental agreement or mortgage payment book for CURRENT address showing your name and proof of residency. NO RENT RECEIPTS**

2) Acceptable types of IDENTIFICATION:

- **CALIFORNIA PICTURE ID with CURRENT address a MUST.
No brown change of address cards from the DMV, only current printouts from the DMV will be accepted showing current address.**
- **SOCIAL SECURITY CARD A MUST.**

3) CURRENT proof of income:

- **TANF (AFDC), General Relief for the CURRENT MONTH**
- **SSI/SSA monthly benefits for CURRENT year 2007 proof of income (award letter or bank statement showing amount (s) deposited. NO 1099 forms for the year 2006 SSA/SSI income.**
- **WAGES (check stubs for prior 30 day PAY PERIODS).**
- **Need verification of income for all adults 18 yrs and older in the household. (If he/she is not working they must apply for unemployment providing us with the approval/denial letter or copy of online application and confirmation number).**
- **Income contributions/cash payments should include date, name, address of person giving contributions.**

4) CHILD/SPOUSE/INDIVIDUAL SUPPORT

- **CURRENT MONTH print out of prior 30 days monies issued from the District Attorney's office or SELF-CERTIFIED signed and dated statement from person providing support. Including his/her address and telephone number.**

CLIENTS ARE SEEN ON A FIRST COME FIRST SERVE BASIS

REMEMBER: THERE IS NO GUARANTEE YOU WILL BE ASSISTED UNTIL YOUR PAPERWORK AND SITUATION ARE REVIEWED. ASSISTANCE IS BASED ON CRITERIA SET BY HEAP STATE REQUIREMENTS, WHICH MUST BE MET BY APPLICANT.